

**Department of Health and Human Services
National Institute of Environmental Health Sciences
National Cancer Institute**

**Minutes of the Research Process Subcommittee of the Interagency Breast Cancer and
Environmental Research Coordinating Committee**

December 12, 2011

The Research Process Subcommittee of the Interagency Breast Cancer and Environmental Research Coordinating Committee was convened for a meeting on December 12, 2011 at 1:00 p.m. via conference call. The Chair of the subcommittee is Michael Gould, PhD of the University of Wisconsin.

Subcommittee Members Present

Sally Darney
Michael Gould
Laura Nikolaides
Gayle Vaday
Kenneth Portier

NIH Staff Present

Nonye Harvey

Others

Kathy Huamani

I. Background

The Interagency Breast Cancer and Environmental Research Coordinating Committee (IBCERCC) is a congressionally mandated body established by the National Institute of Environmental Health Sciences (NIEHS), in collaboration with the National Cancer Institute (NCI). This Committee is comprised of 19 voting members, including representatives of Federal agencies; non-federal scientists, physicians, and other health professionals from clinical, basic, and public health sciences; and advocates for individuals with breast cancer.

The Committee's primary mission is to facilitate the efficient and effective exchange of information on breast cancer research activities among the member agencies, and to advise the NIH and other Federal agencies in the solicitation of proposals for collaborative, multidisciplinary research, including proposals to further evaluate environmental and genomic factors that may be related to the etiology of breast cancer. The Committee serves as a forum and assists in increasing public understanding of the member agencies' activities, programs, policies, and research, and in bringing important matters of interest forward for discussion.

The objectives of the Research Process (RP) Subcommittee of the IBCERCC are integrated and dependent on the objectives and activities of the other Subcommittees of the IBCERCC and include the following: to set research priorities (based on work of the State-of-the-Science Subcommittee), to decrease redundancies across federal and non-governmental organizations, to develop a process for

soliciting research, to foster collaborations (based on the work of the Research Translation, Dissemination, and Policy Implications Subcommittee), to highlight peer review issues, and to identify most appropriate models for agencies to work together.

The IBCERCC RP Subcommittee held its eleventh meeting, hosted by NIEHS and the NCI, via conference call on December 12, 2011 beginning at 1:00 p.m. Attendees of the meeting included Subcommittee members and NIH staff. The meeting agenda included a review of the minutes, progress updates on the two chapters currently being drafted by the group and a discussion of the timeline for completion of the report.

II. Discussion

Michael welcomed everyone to the call and asked if there were any changes suggested for the minutes from the last call.

Nonye reminded the group of the next deadline to get draft RP chapters to Kathy, which is December 21st. Michael briefly discussed the recommendations received from the committee members on the RP chapters and asked for additional comments or feedback.

Ken discussed his concerns with ‘repeatability of the research’ and that feds should require open access. He will summarize his comments on this and send to Kathy to integrate into the report. There was question from Laura on how we would integrate our section with the other sections of the report.

Michael asked all subcommittee members about their comments on the two RP chapters. Nonye shared Gwen’s comments received earlier that morning on the RP chapters being on track and well written. Laura did not like the map / diagram in chapter 2 and found it confusing. Michael and Ken responded that this was just a place holder illustration of the complexity of what’s going on and that the plan is to develop a simpler structure. Ken will attempt to draft and send Kathy a simplified version of the diagram by Friday, December 16, 2011. The group suggested removing the second diagram from the chapter.

Kathy briefly went over her comments on the latest version of the draft report and asked that the subcommittee members review her comments as well as comments from Gwen and address them. Nonye and Jenny will address specific questions about NIH sections and work with CDC and EPA committee members to address their questions. Gayle will address DOD specific questions.

Ken asked if the text boxes in the RP Chapter 2 can be used as a sidebar instead as it is not critical that it stays in the body of the discussion. Michael suggested that this could also be replaced by portions of the IOM report. There was also discussion about replacing the diagram with references to the SOS chapter, using it as a justification for the framework.

Subcommittee members expressed concerns on the content of the SOS and RTDPI chapters and are not ready to sign off on the report on behalf of their agencies / institutions in its current form. They would like to get Gwen and Debbie’s input on the chapters and advice on the next steps, well in advance of the December 21st deadline (for Kathy) and the January in-person meeting.

Nonye told the group that she would share the above concerns with Gwen and Debbie and get their thoughts to them. Kathy is in the process of putting all the chapters together and shared that she thought the RTDPI and SOS chapters may need a lot of work before the 21st.

The members then discussed the IOM report that was recently released on December 7th and all agreed that the report is well written and a very solid report, very conservative, science-based, very good structure in stating very little progress in breast cancer and the environment research and that we could use some lessons learned. The members suggested the IOM report be incorporated into the IBCERCC report, perhaps starting the SOS chapter by summarizing the IOM report then emphasizing federally funded research and our recommendations for the future.

III. Action Items

- All committee members will address comments received from Kathy and Gwen on the RP chapters.
- Ken will work on a simpler version of the first diagram and send to Kathy.
- Nonye will share the subcommittee's concerns on the SOS and RTDPI chapters with Gwen and Debbie and report back to the group.
- Nonye will also suggest to Debbie and Gwen that the December 14th webinar be cancelled until the issues with the chapters are resolved.

IV. Adjournment

The meeting was adjourned at 2:30 p.m. on December 12, 2011.

CERTIFICATION

I hereby certify that, to the best of my knowledge, the foregoing minutes and attachments are accurate and complete.

/Michael Gould/

Michael Gould, PhD

Chairperson

Research Process Subcommittee

Interagency Breast Cancer & Environmental Research Coordinating Committee

/Gwen W. Collman/

Gwen W. Collman, PhD

Executive Secretary

Research Process Subcommittee

Interagency Breast Cancer & Environmental Research Coordinating Committee

Proper signatures

Treat as signed, § 1.4(d)(2)